



Bicton Primary School Canteen Guidelines



BICTON PRIMARY SCHOOL CANTEEN POLICY

PURPOSE

To provide guidelines for the school canteen in providing a food service to students and staff that meets their nutritional needs, promotes healthy food, is part of a whole school approach, and is affordable and financially sustainable.

SCOPE OF POLICY

This policy applies to the operators of the School canteen, as well as external suppliers and contractors of food services.

The Bicton Primary School canteen and/or food supplier will comply with the requirements of the WA Government's policy and standards for healthy food and drink choices (see Appendices).

WHOLE SCHOOL APPROACH & INVOLVEMENT

Childhood obesity is now recognised as a world-wide epidemic. Bicton Primary School takes a whole school approach to provide consistent messages through the curriculum, social and physical environments.

The school canteen can model healthier food and drink choices that are tasty and affordable and reinforce the nutritional messages being taught in the classroom. This helps equip students with the knowledge to continue to make healthy choices throughout their adult lives.

CANTEEN MANAGEMENT

The Bicton Primary School canteen operates with no paid positions one day per week. In order to operate cost-effectively, it relies on volunteers for staffing required.

The canteen committee (appointed by the P&C) participates in the decision making process for the canteen - menus, pricing, purchasing and maintenance of equipment, volunteers, etc. The Canteen committee meets each term (or more often as required) and regularly consults with the P&C and the Principal. Information is circulated to the school community via reports to the P&C and the school newsletter.

All discounts, allowances, complimentary articles, gift concessions and the proceeds thereof from any supplier of goods or services, directly or indirectly, to the canteen shall remain the property of the canteen and be properly recorded and later accounted for at the time of stocktaking.

All food must be labelled with high risk allergens (e.g. Peanuts and tree nuts, shellfish and fish, milk, egg). Parents/Carers need to be advised if food from the canteen contains traces of allergens.

FOOD HYGIENE RESPONSIBILITIES

Staff have completed the Food Safe Food Handler Training Program or its equivalent and maintain records according to these guidelines

Staff and volunteers are to wear appropriate clothing. Ideally covered shoes & tie hair back, or wear a hat/hair net (hair nets & aprons provided by the canteen). *Volunteers must be >16yrs*

Volunteers must sign in/out of the canteen in the provided sign-in book.

Only canteen workers, committee members, school representatives and volunteers may enter the canteen premises during normal opening hours (*except for P&C fundraisers*)

The canteen works in accordance with Bicton Primary School's 'Allergy and Anaphylaxis Management Guidelines: An Allergy Aware School as well as the 'Health Eating Guidelines'.

GUIDELINES AMENDMENTS

These guidelines will be reviewed annually by the canteen committee and suggested amendments will be forwarded to the P&C at least one month prior to the P&C's annual general meeting. These guidelines shall not be added to, or amended, without approval from the P&C and Principal.

APPENDICES

Links for further information below.

- Traffic Light System: <http://www.det.wa.edu.au/healthyfoodanddrink/>
- FOCiS criteria: <http://www.det.wa.edu.au/healthyfoodanddrink/detcms/education/healthy-food-and-drink/for-canteens/focis-nutrient-criteria.en>
- Star Choice Buyers Guide
<http://www.waschoolcanteens.org.au/star-choice-program/registered-products/>
- The Bicton Primary School Healthy Eating Policy provides further advice and should be read in conjunction with the canteen policy. (School Web Site)
- WASCA website: <http://www.waschoolcanteens.org.au/>
- Canteen Association www.waschoolcanteens.org.au/trainings/resources